

COUNCIL

23 FEBRUARY 2023

APPOINTMENT OF CHIEF EXECUTIVE

Report from: Neil Davies, Chief Executive

Author: Samantha Beck-Farley, Head of Organisational Culture

Summary

This report asks full Council to confirm the appointment of the Chief Executive, following consideration by the Appointments Committee on 16 February 2023.

An addendum report will be tabled at the Council meeting setting out the decision of the Appointments Committee and the outcome of the executive notification procedure.

1. Budget and policy framework
 - 1.1. Whilst the Appointments Committee is responsible for appointing the Chief Executive, Article 4 of the Council's Constitution states that it is a function of full Council to confirm the appointment of the Chief Executive.
2. Background
 - 2.1. The current Chief Executive, Neil Davies, will retire on 30 June 2023, having served as Chief Executive since November 2006. Interviews for the post of Chief Executive are scheduled for 16 February 2023 and will be undertaken by the Appointments Committee.
 - 2.2. The Employment Rules set out in the Constitution state that where a committee, sub-committee or officer is discharging (in this case, the Appointments Committee), on behalf of the authority, the function of the appointment of an officer designated as the Head of Paid Service (Chief Executive), full Council must approve that appointment before an offer of appointment is made to that person.
 - 2.3. In addition, full Council may only approve the appointment of the Head of Paid Service (Chief Executive) where no material or well-founded objection has been made by any member of the Cabinet in accordance with the provisions of Part II of Schedule 1 of the Local Authorities (Standing Orders)(England) Regulations 2001. This is known as the executive notification procedure.

- 2.4. Subject to the Appointments Committee decision to appoint the new Chief Executive, the executive notification procedure shall be carried out and the outcome of this, and the details of the Appointments Committee's decision, will be reported to full Council in an addendum report.

3. Risk management

Risk	Description	Action to avoid or mitigate risk	Risk rating
Lack of suitable candidates to make an appointment	If an appointment is not made initially there is time to re-advertise given there is adequate time and a deputy in post.	Use of head-hunters to maximise success. Re-advertise post, having reviewed the reasons for inability to appoint.	D3

Likelihood	Impact
A Very high	1 Catastrophic (Showstopper)
B High	2 Critical
C Significant	3 Marginal
D Low	4 Negligible
E Very low	
F Almost impossible	

4. Financial and legal implications

- 4.1. There is budgetary provision for this post.
- 4.2. The process for the recruitment and appointment of Assistant Directors and above is set out within the Employment Rules in the Council's Constitution.
- 4.3. The Council's Employment Rules reflect and are consistent with the provisions in the Local Authorities (Standing Orders) (England) Regulations 2001.
- 4.4. The appointment to the post of Chief Executive will also include the statutory roles of Head of Paid Service, Returning Officer and Electoral Registration Officer, which will include all specific duties associated with the authority's electoral responsibilities.

5. Recommendation

- 5.1. That the Council confirms the appointment of the candidate agreed by the Appointments Committee as the Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer.

Lead officer contact

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Appendices

None

Background papers

None